

November 10, 2010

The Board of Commissioners held its regular meeting on Friday, November 10, 2010 in the Forand Manor Conference Room – at 5:30pm for the following reasons:

- Meeting Called to Order**
- Roll Call**
- Section 8 – Interview/Hiring**
- Terms and Conditions of the Personnel Policy – The Board may vote to revise**
- Budget – discussion and possible approval of FY2011 and FY2010 Budget**
- Executive Session: A portion of this meeting may be held in Executive Session pursuant to 42-46-5 (a)(1) and (4) of the General Laws of the state of Rhode Island to discuss the following:**
 - a. Personnel**
 - b. Investigative proceeding**
- Adjournment**

The meeting was called to order at 5:39pm by Vice Chairperson, Gladys Burns.

Upon a Roll Call, those “Present” and “Absent” were as follows:

Present

Absent

Gladys Burns, Vice Chairperson

Cornelius Flynn, Commissioner

Julio Castillo, Commissioner

Alice Bociek, Commissioner

Edna Poulin, Commissioner

Tina Sullivan, Executive Director of Central Falls Housing Authority

Raymond Marcaccio, Legal Council

Paula Llera-Delgado, Administrative Assistant

Others in Attendance

Maurice Brousseau

Bill Aunchman, Maintenance Supervisor

Mike Bourski, Maintenance

Dan Robillard, Tax/Fee Accountant

Section 8 – Interview/Hiring

Executive Director Sullivan addressed the urgency of moving forward with the interviewing process to possibly hire for the vacant position in the section 8 departments. Commissioner Castillo asked for an explanation of the positions job description. Executive Director Sullivan explained all the responsibilities of the vacant position. The board agreed to move forward with the process.

Terms and Conditions of the Personnel Policy

Tina explained that the language for the Time clock and other issues haven't been revised due to Attorney's Marcaccio schedule. Commissioner Poulin asked about the time clocks, what was the reasoning for the implementing the time clock, and punching in and out for breaks etc... Commissioner Castillio asked how the time clocks were working on a day to day schedule. Executive Director Sullivan explained it's more of a burden for the employees, and the moral for the office. The Executive Director explained her concerns with having the time clock, and having to pay overtime for those employees that work over their allotted time. The Executive Director explained the paperwork was provided to the board for review, and discussion.

Budget: FY2011 and FY2010 Budget

The Executive Director Sullivan introduced Dan Robillard, the CFHA Tax Account to the Board members. Commissioner Poulin asked what section of the budget has the of the pay increases for the employees, and why was the proposed budget with a 5% increase, and where did that figure come from. Account Dan Robillard explained that the Commissioners during the last board meeting asked for a draft of 5% be presented. Commissioner Poulin asked what and why for all the new changes regarding the personnel policy, and asked the Executive Director if there were employees presently abusing the policy. Executive Director Sullivan explained that currently there are no problems with employees regarding following the personnel policy. In the past there were a couple of employees in the past, and the situation was addressed immediately. Commissioner Poulin also asked about certain line items in the proposed budget. Tax Account Dan Robillard explained the budget line by line, and page by page to the Commissioners. Commissioner Poulin commented, why 3 drafted budgets (8/18/10, 9/15/10, 10/20/10, which one should be focused on. Executive Director Sullivan stated the draft 9/15/2010 has all the changes that the board requested during the Sept. 2nd 2010 Board meeting the board voted to eliminate summer hours, decrease sick time from 16 to 8, Longevity capped buyout at 5K, change insurance plan co-pays, etc., and to have time clocks installed. Commissioner Poulin mentioned that some of the

changes being introduced in current and prior board meetings are good. Commissioner Poulin suggested several changes at one time affects moral of the employees, and employees upon hiring take in consideration benefits when accepting a job. Commissioner Poulin suggested having 2 policies one for current employees and another for new employees. Executive Director Sullivan suggested a workshop for the current board members and will obtain information for the next board meeting. Executive Director Sullivan stated a resolution is needed for the budget. A motion was made by Commissioner Flynn to pass the 9/15/2010 budget. The motion was seconded by Commissioner Bociek and passed by a roll call vote as follows:

Ayes Nays

Gladys Burns, Vice Chairperson

Cornelius Flynn, Commissioner

Julio Castillo, Commissioner

Alice Bociek, Commissioner

Edna Poulin, Commissioner

Executive Session

The Board voted to convene in Executive Session in accordance with RI General Laws 42-46-5 (a) (2) to discuss personnel issues, and a criminal investigation.

- Open Call to go into Executive Session**
 - o Motion made by: Commissioner Castillo**
 - o Second by: Commissioner Flynn**
 - o Passed by all present**

- Time in: 6:05 pm**

The Board voted to come out of Executive Session and that the meeting minutes and recording be closed in sealed in accordance with RI General Law Section 42-46-4:

- Motion to come out of Executive Session**
 - o Motion made by: Vice Chairperson Burns**
 - o Second by: Commissioner Flynn**
 - o Passed by all present**

- Time in: 7:50 pm**

There being no further business to come before the board, a motion was made by Vice Chairperson Burns and seconded by Commissioner Flynn, to adjourn the meeting at 7:52 pm. The motion was carried by all.